Section 9-302. Disposition of Personal Property --

All agencies, the council and its offices, having materials, supplies or equipment which are not useful to them, shall, from time to time, and at least annually, furnish a list thereof to the director of budget and fiscal services who shall examine such property, and if the same is found to be usable, it shall be returned to the general storeroom or inventoried for subsequent issue upon requisition. If it is found to be unusable for public purposes, the director of budget and fiscal services, after fixing a minimum price for the property, shall cause it to be exchanged or sold at public auction to the highest bidder for not less than the minimum price established or without public auction, if such property is valued below \$100.00, after advertisement twice in one week in a daily newspaper of general circulation in the city, and the proceeds shall be placed in the fund from which the original purchase was made. (1998 General Election Charter Amendment Question No. 2(VII))